



State Portal Steering Committee Charter

Charter Date	February 16, 2005 (Version 1)
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Executive Sponsor	J. Clark Kelso, <i>State Chief Information Officer</i>
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State Portal Steering Committee	<p>The State Chief Information Officer has convened a “State Portal Steering Committee” which shall consist of the following persons:</p> <ul style="list-style-type: none"> ▪ J. Clark Kelso, <i>State Chief Information Officer, Chairperson</i>; ▪ Daniel Gullahorn, Deputy State Chief Information Officer; ▪ Robert Quigley, Deputy State Chief Information Officer; ▪ Bill Wood, Director, Department of Corporations ▪ Tom Dolce, Chief Information Officer, Department of Corporations; ▪ Joan Borucki, Director, Department of Motor Vehicles; ▪ Bernard Soriano, Chief Information Officer, Department of Motor Vehicles; ▪ Will Bush, Chief Deputy Director, Franchise Tax Board; ▪ Larry Toliver, Chief Information Officer, Franchise Tax Board; ▪ Charlene Zettel, Director, Department of Consumer Affairs; ▪ Davood Ghods, Chief Information Officer, Department of Consumer Affairs; ▪ David M. Carlisle, M.D., Ph.D., Director, Office of Statewide Health Planning and Development; ▪ Michael Kassis, Chief Information Officer, Office of Statewide Health Planning and Development; ▪ Ann Barsotti, Director, Teale Data Center; ▪ Kelvin Pye, Assistant Director, Teale Data Center; ▪ Gary Clarke, Senior Executive, Information Technology, State Bar of California; ▪ John Jewell, Head Librarian, California State Library; ▪ Dave Dawson, SCO; ▪ Vince Brown, SCO; ▪ Pat Henning, EDD; ▪ Dale Jablonsky, EDD; ▪ Jim Culbeaux, Department of Industrial Relations; ▪ John Rea, Department of Industrial Relations; ▪ Jimmy Orr, Governor’s Office; ▪ Carol Fieldhouse, Board of Equalization; ▪ Karen Johnson, Board of Equalization
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Background	<p>Goal 1 of the California State Information Technology Strategic Plan (“Strategic Plan”) is to “Make Government Services More Accessible to Citizens and State Clients. The State will complete a customer-focused, technology-enabled transformation in service delivery to improve the accessibility, value and cost-effectiveness of services, benefits and information provided to the public, businesses, other government agencies and state employees.”</p> <p>Government transformation requires examination of business processes and integration of efforts across organizational boundaries. A new state portal with expanded web services – a “Government Galleria” – will provide the architecture and technology platform to enable this transformation.</p> <p>According to Objective 2 of Goal 1 of the Strategic Plan, “The State will develop a new State portal with an architecture and web tools that support the rapid, economical implementation and delivery of new services.” In support of this objective, two action items are listed:</p> <ul style="list-style-type: none"> • By January 2005, a business-focused, statewide portal steering committee will convene to guide development of a new state portal, migration from the existing portal to the new portal, and to identify and prioritize portal services. • By July 2005, the State CIO will partner with a selected state agency to acquire the funding, and lead the development and implementation of a sustainable portal project for the State.
Purpose	<p>In support of Goal 1 and Objective 2 of Goal 1 of the Strategic Plan, the State Chief Information Officer has convened the State Portal Steering Committee to guide development of a new state portal, migration from the existing portal to the new portal, and to identify and prioritize portal services, and to ensure that portal projects undertaken by selected state agencies result in the development of a sustainable statewide portal for use by other public agencies.</p>
Organization and Structure	<p>A. The State Chief Information Officer will serve as the Chairperson of the Committee.</p> <p>B. The Committee shall meet as often as it deems necessary, but not less than once each month. The Chairperson may call special meetings of the Committee as the Chairperson deems necessary.</p> <p>C. A quorum shall consist of nine members of the Committee. All decisions of the Committee shall be made by a majority vote of the voting membership of the full Committee.</p> <p>D. The Committee may appoint a committee of one or more of its members to perform any act within the power of the Committee itself to perform.</p>

Authority and Account-ability	<p>A. The Committee is the guiding body for development of a state portal.</p> <p>B. The State CIO will, sometime before July 2005, identify one or more state agencies to lead the development and implementation of a sustainable portal project or projects for the State. The responsibility for that project or projects will lie with the selected state agency or agencies. The Steering Committee will <i>not</i> function as an oversight body for that project or projects. Instead, the Steering Committee will provide guidance to the selected state agency or agencies on the requirements for developing a sustainable statewide portal for use by other public agencies.</p>
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General Duties	<p>A. The Executive Sponsor will ensure sustained executive support for successful development of one or more portal projects.</p> <p>B. The Committee Chairperson will oversee Committee activities to ensure informed, balanced and expeditious Committee decisions. The Committee Chairperson will facilitate final arbitration on issues that cannot be resolved by the Committee.</p>
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Charter Modifications	This charter is to remain in effect until modified and approved by the Executive Sponsor.
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Charter Approvals	Version 1: State Portal Steering Committee Meeting on February 16, 2005		
	J. Clark Kelso, State <i>Chief Information Officer</i>		Date
	 J. Clark Kelso Chief Information Officer State of California		February 16, 2005